

National Aeronautics and Space Administration  
**Headquarters**  
Washington, DC 20546-0001

24 March 2020

such employees under a form of weather and safety leave (consistent with your company procedures), in order for such leave to be an allowable cost under the contract and subject to provisional payment. This leave would be allowed solely for covering employees unable to work remotely because of this COVID-19 situation and keeping employees in a mobile ready state to maintain the Space Industrial Base and other skilled professionals and key personnel, per OMB Memo 20-18. Any costs provisionally paid for weather and safety leave (OSI-4(e)-prov-7(4)(wo